



## Attachment D – Cover Letter

### Montana Commission on Community Service 2011 AmeriCorps State Grant Application

Proposed Project Title: Young Adult Service Corps

Contact Person: Primary, Connie Roope, Executive Director

Name of Applicant Organization: Jobs for Montana's Graduates Foundation

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Federal Employer Identification No (FEIN): 56-2293696

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Type of Applicant (nonprofit, government, etc.): 501(c) (3)

Geographic Area to be Served: State of Montana

Amount of Funds Requested and Total Project Budget: CNCS \$180,842 + JMGF \$91,231 = \$272,073

**Question 1:** Brief description and summary of program (max 500 words) *Please use similar content to what is submitted into eGrants :*

The Young Adult Service Corps (YASC), a program of the Jobs for Montana's Graduates Foundation (JMGF) based in Helena, Montana, will use AmeriCorps funds to support increasing high school graduation rates, to provide opportunities for youth to acquire transferable job skills, and to expand and promote volunteerism from throughout Montana. YASC provides opportunities for Montana's young adults to participate in meaningful service with real community impact, while earning an Education Award.

**Issue Areas** - Which federal key objective(s) and/or Montana Initiative(s) will this program address?

**Federal Key Objectives:**

☐ Education

**Montana Initiatives:**

- ☐ The Governor and First Lady's strategic initiative for math and science education
- ☐ Expand and Promote Volunteerism in Montana

**Questions 2:** Describe how your program will address these issue areas as outlined in the Federal Key Objectives and Montana Initiatives. (max 500 words) *Note: how well programs address issue areas will be used in the ranking of funding recommendations by the Grant Review Workgroup.*

JMGF's Young Adult Service Corps (YASC) addresses the Federal Key Initiative to increase high school and out of school graduation rates by retaining students in schools. Retaining students in rural and frontier communities is one-step in the incremental multi faceted approach to increasing high school graduation rates. Engaging young adults in rural and frontier schools and communities is especially pertinent to this effort as most of the students in those towns have little to no opportunity to connect gain transferable work skills or earn money for higher education. YASC will provide an AmeriCorps experience for young adults to serve in the schools and communities where they live. Meaningful service in schools increases capacity for schools to connect to students and the community.

YASC program delivery addresses two of the Montana Initiatives; The Governor and First Lady's strategic initiative for math and science education and Expand and Promote Volunteerism in Montana. We plan to use Member Training to provide information to Members on careers in science and math. We plan to promote the activities of the First Lady's Science and Math Initiative to our partners, members and the people they serve. This will include the trading cards, the geologic road signs as well as events such as Chicks in Science event. We will share the Initiative fact sheet with our site supervisors and work with them as to advance the Math and Science Initiative goal to 'invite Montana's youth to discover the many opportunities to learn about math and science in K-12 schools and higher education, find out about career opportunities and explore Montana's splendid surroundings.'

To Expand and Promote Volunteerism in Montana, YASC has incorporated a volunteer recruitment requirement. Each YASC Member is expected to recruit one volunteer to serve with them for 8 hours. The volunteer completes a survey to qualify their experience and willingness to volunteer again.

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The Montana Commission on Community Service also has the following expectations of all AmeriCorps Programs:

**Montana Expectations of All Programs:**

- ☐ Disability inclusion in the design and delivery of the program
- ☐ A collaborative approach to program planning, design and delivery



- ☐ Demonstrated ability to successfully administer an AmeriCorps or other federal grant
- ☐ Addressing rural, underserved or areas of extreme poverty that are not currently served by AmeriCorps programs

**Questions 3:** Describe how your program will address these expectations (max 300 words):

YASC program office meets ADA requirements and as a program of JMGF, YASC includes non-discrimination policies in the YASC Member Handbook, on statements on partnership documents, advertising materials, member applications and contracts and includes review of those policies during YASC orientations with members and site supervisors.

The YASC non-discrimination policy includes reasonable accommodation request and includes information on Office of Community Service resources for support. JMGF maintains a partnership with the Same Difference Inclusive Theatre Company (SDITC), a nonprofit that engages young adults with and without disabilities in service activities that include promoting disabilities awareness through theatre, peer mentoring and life skills development. YASC has included outreach to organizations with inclusion expertise including Eagle Mount of Bozeman.

We have received national recognition for our innovative collaborative design. More specifically, Service sites are established through collaborating with community stakeholders, schools and organizations that state a need for volunteers and the Education Award incentives crucial to their ability to attract volunteers and deliver core community services. In collaboration with YASC staff, stakeholders, schools and community-based organizations formally unite to assess and plan for addressing local needs using young adult volunteers.

JMGF has successfully administered an AmeriCorps grant for five years. Staff completes financial and program reports on time and have provided technical assistance to other programs in the state. The design and implementation to provide young adults in Montana the opportunity to serve with AmeriCorps in the towns where they live has earned us a low risk assessment.

JMGF has recruited and engaged young adults into AmeriCorps service in frontier and rural Montana communities that are not currently served by other AmeriCorps programs, such as Bridger, Florence, Noxon, Roberts, Sand Coulee and Thompson Falls.

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#### Indirect Cost Rate:

Applicants that include a federally-approved indirect cost rate amount in their budget must submit the approved indirect cost rate agreement to the Governor's Office of Community Service. *\*Please attach the indirect cost rate agreement. N/A*

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### AmeriCorps Members

How many Members will be recruited under the proposed program?

\_\_\_\_\_ Full Time  
(1700 hrs)

\_\_\_\_\_ Half Time  
(900 hrs)

\_\_\_\_\_ Reduced Half Time  
(675 hrs)

\_\_\_\_\_ Quarter Time  
(450 hrs)

120 Minimum Time  
(300 hours)

\_\_\_\_\_ Total

### Continuation Applicants Only:

Give a summary of the successes and highlights of your program in the last year. Please consider using information from your progress reports. (max 500 words) N/A

*Thank you for your interest and we look forward to reviewing your proposal!*

Please submit a completed cover letter (attachment D) to the Governor's Office of Community Service by November 3, 2010 at 5pm in order to be eligible for a 2011 AmeriCorps Grant. This is in conjunction to the full application submitted in eGrants by November 3, 2010 at 5pm.

